

Format for Filing Guardianship Documents:

1. The original signed and dated form of each document goes on the top. If the form has more than one page, the pages of that form must be stapled together in the correct order.
2. Two identical photocopies of each document must be paper-clipped behind the original form.
3. Your papers should be in a large stack made up of an original, two photocopies, the next original, two copies, etc.
4. Your papers must be in order when you reach the clerk's window. If they are not, you will be asked to correct this before resubmitting.

PLEASE NOTE: There is a \$225.00 filing fee for general guardianship, and an additional \$60.00 if temporary is requested. If you are requesting guardianship of the person and estate, the filing fee is \$435.00 for permanent, and an additional \$60.00 for temporary.